

CHILD NUTRITION AND FOOD DISTRIBUTION DIVISION MANAGEMENT BULLETIN

No.: 98-805

TO:	Summer Food Service Program Sponsors	ISSUE DATE: April 1998
FROM:	Nutrition Standards Unit	
ATTENTION:	Food Service Directors/Executive Directors	
SUBJECT:	Meal Service at Summer Food Service Program Sites	

This Management Bulletin transmits guidance from the United States Department of Agriculture (USDA) on issues relating to meal service at Summer Food Service Program (SFSP) sites. The attached information provides guidance regarding meals served to adults, meal pattern changes for children under six and/or teenagers, and off-site consumption of foods.

The current requirements are summarized as follows:

Meals Served to Adults

1. A "program adult" is one who works with the meal service at the site in either a volunteer or paid capacity. Meals may be served free to adults who meet this definition, and the cost of the meals may be claimed as an operating cost.
2. Meals provided to "non-program adults" are not reimbursable. Furthermore, the cost of the meals may be counted as operating costs only if the adults pay the full cost of the meal and the money received is reported as income to the program. Meals served to non-program adults must be charged at the full cost of the meal (including food and non-food, supplies, labor and the value of commodities). If the "non-program adult" is not charged the full cost of the meal, the sponsor must use other non-program funds to cover the cost of the meals.
3. Other requirements:
 - If the number of meals is limited, children must be fed first.
 - Meals served to children, program adults and non-program adults must be counted and reported separately on the daily meal count form.
 - Serving meals to adults may require additional site staff to maintain program safety and integrity.

Meal Pattern Changes for Children Under Six and/or Teenagers

1. Sponsors may serve children under the age of six smaller quantities of food by following the age-appropriate meal pattern requirements contained in the Child and Adult Care Food Program Regulations (CACFP). A copy of the CACFP meal pattern for children under six years of age is attached. Furthermore, the form of the food served should be suitable to the age of the children so it can be consumed easily during the meal service period. For example, fruit should be cut into small pieces so it is easier for younger children to eat.
 - Sponsors wishing to serve children under one year of age must obtain prior approval from the California Department of Education, Summer Food Service Program Unit.
2. Children ages 12 through 18 may be served larger portions than the minimum quantities specified for the SFSP based on the greater food needs of older children. Also, as a reminder, extra foods may always be served to improve the nutritional status of participating children.

Off-Site Consumption of Foods

In keeping with food safety and sanitation measures, the California Department of Education, Summer Food Service Program Unit, continues to enforce CFR 225.6 (e) (14), which states that the sponsors agree to "maintain children on site while meals are consumed."

If you have any questions, please call Kathy Mackey, Child Nutrition Consultant, Nutrition Standards Unit, at (916) 324-0578 or leave a message at the toll free number (800) 952-5609.

<p>Duwayne Brooks, Director Child Nutrition and Food Distribution Division Assistant Superintendent of Public Instruction</p>	<p>Kathy B. Lewis Deputy Superintendent Child, Youth and Family Services Branch</p>
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This is an equal opportunity program. If you believe you have been discriminated against because of race, color, ethnic/national origin, age, sex, religion or disability, you should write immediately to the Secretary of Agriculture, Washington, D.C. 20250.